

The Ace Academy

Admissions Policy

1. Introduction

The Ace Academy is an alternative provision committed to supporting young people who face barriers to mainstream education. We provide a flexible, trauma-informed, and therapeutic approach through outreach and 1:1 mentoring. Our goal is to re-engage students in learning, promote emotional well-being, and support their academic and personal development.

This policy outlines the principles, procedures, and criteria for admission to The Ace Academy.

2. Mission Statement

We believe every young person deserves the opportunity to thrive. Our mission is to provide a safe, nurturing, and inclusive environment where students are supported through personalised, therapeutic mentoring and outreach education.

We aim to empower students to overcome challenges, build resilience, and achieve outcomes that enable them to move towards a more positive future.

3. Aims of the Admissions Policy

- To ensure a fair, transparent, and consistent admissions process.
 - To identify and support students who would benefit from a therapeutic, 1:1 learning environment.
 - To work collaboratively with referring agencies, families, and professionals.
 - To ensure that the provision is suitable and safe for each student's needs.
 - To promote equality of access and opportunity for all students.
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4. Eligibility Criteria

The Ace Academy accepts referrals for students aged **11-16 (KS3/KS4)** who:

- Are at risk of exclusion or have been permanently excluded from mainstream education.
- Are experiencing social, emotional, or mental health (SEMH) difficulties.
- Are school refusers or have poor attendance due to anxiety or trauma.
- Are in care or have experienced adverse childhood experiences (ACEs).
- Need support to transition back into mainstream education.
- Require a bespoke, therapeutic, and flexible approach to learning.

We accept referrals from:

- Local authorities
 - Schools and academies
 - Social care teams
 - Youth offending services
 - CAMHS and other health professionals
 - Parents/carers (with professional support)
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5. Referral and Admissions Process

Step 1: Initial Enquiry

- Enquiries can be made via phone, email, or through our online enquiry form.
- The referrer must provide background information, including EHCPs (if applicable), risk assessments, attendance data, and any safeguarding concerns.

Step 2: Review of Referral

- The Admissions Co-ordinator, Head of Provision, DSL and Lead Mentor, reviews the referral to assess suitability.
- Consideration is given to the student's needs, risks, and whether The Ace Academy can meet those needs safely and effectively.
- The Ace Academy will confirm receipt of referral within 24 hours.
- A decision will be made as to whether a place can be offered within 5 working days of the receipt. Within in this time it may be appropriate to meet with the referring agency to gather further information to assess suitability.
- Once a place is offered, a Service Level Agreement is sent out to be reviewed, sign and sent back to us to conform acceptance of place.

Step 3: Initial Meeting

- A meeting is arranged with the student, parent/carer, and referring agency.
- This includes a tour (where appropriate), discussion of expectations, and an outline of the support available.
- A risk assessment and initial needs assessment are completed.

Step 4: Settling In

- A 2-4 week settling in period is offered to assess engagement, suitability, and compatibility with the provision.
- During this time, a key mentor is assigned, and a Targeted Intervention Plan (TIP) is developed.

Step 5: Targeted Intervention Plan (TIP)

- Following the settling in period, a review meeting is held to discuss and confirm the goals set out in the TIP.
- An initial length of service is agreed, based on aims of intervention. A minimum length of 1 term provision

6. Induction

- Each student receives a Targeted Intervention Plan (TIP), including:
 - Introduction to their mentor and support team.
 - Overview of expectations, routines, and safeguarding procedures.
 - Baseline assessments in literacy, numeracy (where E&M is part of provision), and emotional well-being.
 - Creation of a TIP which outlines learning goals and a Therapeutic Support Plan.

7. Safeguarding and Child Protection

- Safeguarding is central to our admissions process.
- All referrals are screened for safeguarding concerns.
- The Designated Safeguarding Lead (DSL) is involved in all admissions decisions.
- Where necessary, multi-agency safeguarding meetings are held prior to admission.

- All staff are trained in child protection, trauma-informed practice, and safer recruitment and working practices.

8. Equality and Inclusion

- The Ace Academy is committed to promoting equality and eliminating discrimination.
- We welcome students from all backgrounds, regardless of race, gender, disability, religion, or sexual orientation.
- Reasonable adjustments are made to ensure accessibility and inclusion.

9. Refusal of Admission

Admission may be declined if:

- The provision cannot safely meet the student's needs.
- There is a significant risk to staff or other students.
- The referral lacks sufficient information to make an informed decision.
- The student requires a level of clinical or medical support beyond our scope.
- The provision does not currently have capacity to offer the support needed.

In such cases, we will provide feedback and signpost to alternative services where possible.

10. Review and Monitoring

- Admissions decisions are reviewed regularly The Ace Academy team.
 - This policy is reviewed annually or in response to changes in legislation or local authority guidance.
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